

## Request to Access FY09 Community Capacity Funds

(Please enter the name of the CSB/BHA) Community Services Board/Behavioral Health Authority is requesting:

☐ **\$3,000** of Community Capacity Funds related to the costs of transitioning to a new community living environment with a new provider. Funding is restricted to one time only for the individual using the Waiver slot.

☐ **\$1,000** of Community Capacity Funds related to adjustments to a new job or new day support site that are not covered through another source. Funding is restricted to one time only for the individual using the Waiver slot.

**Individuals participating in Money Follows the Person should access Transition Services funding whenever possible in lieu of these funds.**

We are requesting these funds for the following individual, who has recently been assigned a slot.

Name:

Formerly resided at:

Does or will now receive residential supports through the following new provider:

☐ Name of residential provider:

Address:

Does or will now receive employment or alternate day supports through the following new provider:

☐ Name of employment or alternate day services provider:

Address:

The requested funding is anticipated to cover the costs of the following:

- |   |   |
|---|---|
| <input type="checkbox"/> Personal needs of the individual                       | <input type="checkbox"/> Home furnishings to benefit the individual |
| <input type="checkbox"/> Non-billable staffing costs associated with transition |   |
| <input type="checkbox"/> Transportation expenses                                | <input type="checkbox"/> Other costs:                               |

\_\_\_\_\_  
Signature of Provider

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Case Manager

\_\_\_\_\_  
Date

**The Case Manager must first authorize before sending this request to the Intellectual Disability Services Office.** Please send the completed request to Lee Price, Director, IDS, 1220 Bank Street, P.O. Box 1797, Richmond, Virginia 23218-1797 or fax to (804) 692-0077.

rev. 6/16/08